



ANNUAL REPORT 2014-2015

**Presented at the Humanserve Annual General Meeting
November 8, 2015**

Submitted by Vanessa Ali, President

Humanserve International Society for Relief and Development is a not-for-profit society incorporated in the Province of Alberta. The society works with local and international non-government organizations to provide educational, community health and social services in Lebanon and Palestine.

In 2014–2015, Humanserve continued its mandate to provide relief and development overseas and to educate the Canadian public with regards to conditions of life for disadvantaged populations in the Middle East. With public engagement, this society endeavoured to outline the role Humanserve plays in helping to alleviate suffering and in facilitating development in partnership with NGOs in the field and the role played by Canadian donors and funding agencies. The following is a summary of the most significant events in this society's past fiscal year (October 1, 2014 – September 30, 2015):

Projects

Child and Youth Development – This project began in October 2013 and funded for one year an Education and Development program to help develop knowledge, attitude and practical skills of Palestinian youth. As well, the project aimed to enhance participation for youth (ages 14-25) in the decision making process in their communities through providing them with skills, information and counseling. The program targeted 100 children and 80 youth to induce behavioral change through training and community activities in 13 Palestinian gatherings in Beirut and the South of Lebanon.

The total budget for this project was \$35,325.00 of Humanserve casino funds. All direct project, monitoring and evaluation and administrative funds have been remitted. Due to the changes in the exchange rate over the year, the direct project funds were \$853 over budget.

Kindergarten for Syrian Refugees – This project, begun in September 2014, funded an educational program for 9 months (one academic year) to improve the conditions of Syrian refugees living in Lebanon. As well, the project aimed to focus on psycho-social activities and improve the health of children (ages 4 to 6 years) through health and hygiene puppet shows and plays. The program targeted 70 Syrian children ages 4-6 and 600 Syrian children under the age of 18, all of whom are living in Palestinian gatherings in Beirut.

The total budget for the project was \$38,978.00. All direct project and administrative funds have been remitted. \$1,269.84 of project monitoring funds have not been used. Due to the changes in the exchange rate over the year, the direct project funds were \$2,652.46 over budget.



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Kindergarten for Syrian Refugees – YR II – Due to the success and overwhelming need for this project, we are running it for a second year with the same goals and objectives and with a budget of \$53,867. A first payment of \$23,158.69 was remitted overseas in September 2015.

Fundraising

1. **Zakat** – \$2,000.00 was donated in this fiscal year, from one donor. (Note: This was done even though no call for funds was made before or during Ramadan.) \$1,900.00 were donated in the previous year (from the same donor).
2. **General Donations** - \$8.57 in unsolicited general donations were made this year. This is a \$2,131.43 decrease from the previous year. (Note: the amount was from casino tips and test donations on our Square credit card transaction device.)
3. **Palestinian Bazaar** – This event was held in March 2015. \$1,332.33 in donations were received. This is down \$707.67 from the 2013 Bazaar.
4. **Pay Pal** – PayPal allows the ability for electronic donations on our website. In 2014-2015, \$2,500.00 was donated to Humanserve via PayPal and this has already been noted under *Zakaat* and *Palestinian Bazaar*. No additional donations were made via PayPal.
5. **Casino** – We had a casino in October 2014. The pool payout was \$79,978.27.

Field Visits

A field visit to Lebanon was made by Vanessa and Nizar Ali in April 2015. They visited our most recent and current projects. They met with our partner PARD and Humanserve's volunteer Rita Hamdan to discuss ongoing and future projects.

Public Engagement

Web Site (www.Humanserve.org) - Our site continues to be an efficient form of public engagement as well as a time and money-saving administrative tool.

This was a good year for Humanserve and our mandate. In the coming year, Humanserve will continue to support our partners overseas, raise monies for new projects and keep our funders and the Canadian public informed of our activities and about the humanitarian aspects of life for disadvantaged populations in the Middle East. We remain committed to exploring new direction for Humanserve in our effort to grow and sustain this society's vitality and we are ready to forge relationships with deserving new partners as the opportunities arise.



ANNUAL FINANCIAL REPORT 2013-2014

**Presented at the Humanserve Annual General Meeting
November 8, 2015**

To the Members of Humanserve International Society for Relief and Development,

We have reviewed the balance sheet of Humanserve International Society for Relief and Development as of September 30, 2015 and the statements of restricted and unrestricted revenue, expenses and changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the society's management.

We have conducted our review in accordance with generally accepted accounting standards. In our opinion, these financial statements present fairly, in all material aspects, the financial position of the society as at September 30, 2015 and the results in operations for the year then ended in accordance with generally accepted accounting principles.

Vanessa Ali, President
Humanserve International

Tracy Shaben, Treasurer
Humanserve International

Edmonton, Alberta
November 8, 2015



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BALANCE SHEET

For the Year Ended September 30, 2015
(Unaudited)

ASSETS

	<u>2015</u>	<u>2014</u>
CURRENT		
Bank General - unrestricted	\$ 8,274.37	\$ 14,223.64
PayPal - unrestricted	\$ 2,090.20	\$ 41.98
Bank General - restricted ("Designated")	\$ 15,619.99	\$ 31,062.13
Bank Casino - restricted	\$ 36,875.05	\$ 909.23
Short-Term Deposits (GICs) - restricted	\$ -	\$ -
TOTAL	<u>\$ 62,859.61</u>	<u>\$ 46,236.98</u>

LIABILITIES

CURRENT

Accounts payable and accrued liabilities - General	\$ -	\$ -
Accounts payable and accrued liabilities - PayPal	\$ -	\$ -
Accounts payable and accrued liabilities - Designated	\$ 14,796.31	\$ 28,778.57
Accounts payable and accrued liabilities - Casino	\$ 15,867.00	\$ -
TOTAL	<u>\$ 30,663.31</u>	<u>\$ 28,778.57</u>

FUND BALANCES

UNRESTRICTED FUND (General)	\$ 8,274.37	\$ 14,223.64
UNRESTRICTED FUND (PayPal)	\$ 2,090.20	\$ 41.98
RESTRICTED FUND (Designated)	\$ 823.68	\$ 2,283.56
RESTRICTED FUND (Casino + GIC)	\$ 21,008.05	\$ 909.23
TOTAL	<u>\$ 32,196.30</u>	<u>\$ 17,458.41</u>

APPROVED ON BEHALF OF THE BOARD:

_____ Director

_____ Director



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STATEMENT OF UNRESTRICTED GENERAL REVENUE, EXPENSES AND CHANGES IN NET ASSETS

For the year ended September 30, 2015

(Unaudited)

	<u>2015</u>	<u>2014</u>
UNRESTRICTED GENERAL REVENUE		
General non-tax receipted donations	\$ 8.57	\$ 240.00
PayPal non-tax receipted donations	\$ 2,000.00*	\$ 1,900.00*
Palestinian Bazaar - non-tax receipted donations	\$ 1,332.33	\$ -
Palestinian Bazaar - Sponsorship, vendor fees, ad revenue	\$ 4,994.47	\$ -
Palestinian Bazaar - Ticket sales	\$ 4,600.34	\$ -
Palestinian Bazaar - Interfund Trnsfr from Casino Acct for venue	\$ 5,000.00	\$ -
Palestinian Bazaar - Sale of handicrafts & silent auction	\$ 2,918.02	\$ -
Palestinian Bazaar - repayment of double-billed invoice	\$ -	\$ 828.67
Non-event sale of goods (handicrafts, soap, etc.)	\$ -	\$ 30.00
Canada Post refund for P.O. box	\$ 51.66	\$ -
TOTAL	\$ 20,905.39	\$ 2,998.67
UNRESTRICTED GENERAL EXPENSES		
Bank charges	\$ 3.00	\$ 24.00
PayPal transaction fees	\$ 69.93	\$ 36.40
Field visit expenses	\$ -	\$ -
AGM dinner	\$ 262.75	\$ 177.50
Palestinian Bazaar expenses	\$ 23,570.66	\$ -
Fundraising expenses (purchase of goods)	\$ 900.00	\$ 352.52
TOTAL	\$ 24,806.34	\$ 590.42
SURPLUS (DEFICIT) OF RECEIPTS OVER DISBURSEMENTS	-\$ 3,900.95	\$ 2,408.25
UNRESTRICTED FUNDS, beginning of year	\$ 14,265.62	\$ 11,857.27
UNRESTRICTED FUNDS, end of year	<u>\$ 10,364.67</u>	<u>\$ 14,265.52</u>

* Zakaat donated via PayPal **which** is linked to the *General Account* (normally zakaat is deposited into the *Designated Account*.) This amount has been earmarked and should be distributed ASAP as zakaat.



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STATEMENT OF RESTRICTED DESIGNATED REVENUE, EXPENSES AND CHANGES IN NET ASSETS

For the year ended September 30, 2015

(Unaudited)

	<u>2015</u>	<u>2014</u>
RESTRICTED DESIGNATED REVENUE		
Interfund transfers for approved projects	\$ 38,000.00	\$ 69,235.00
Designated non-tax receipted donations (<i>zakat</i>)	\$ -	\$ -
Refund of cheque printing fee	\$ 100.95	\$ -
TOTAL	\$ 38,100.95	\$ 69,235.00
RESTRICTED DESIGNATED EXPENSES		
Project Remittances		
<i>Child & Youth Development</i>	\$ 3,893.80	\$ 29,559.23
<i>Kindergarten for Syrian Refugees</i>	\$ 23,035.44	\$ 16,464.02
<i>Kindergarten for Syrian Refugees - YR II</i>	\$ 23,158.69	\$ -
Project Administration	\$ 180.00	\$ 90.00
Project Monitoring	\$ 3,230.16	\$ 1,780.18
Canadian Admin (Bank fees)	\$ 45.00	\$ 169.95
Designated Donations	\$ -	\$ -
TOTAL	\$ 53,543.09	\$ 48,063.38
SURPLUS (DEFICIT) OF RECEIPTS OVER DISBURSEMENTS	-\$ 15,442.14	\$ 21,171.62
RESTRICTED DESIGNATED FUNDS, beginning of year	\$ 31,062.13	\$ 9,890.51
RESTRICTED DESIGNATED FUNDS, end of year	<u>\$ 15,619.99</u>	<u>\$ 31,062.13</u>



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**STATEMENT OF RESTRICTED CASINO REVENUE, EXPENSES
AND CHANGES IN NET ASSETS**
For the year ended September 30, 2015
(Unaudited)

	<u>2015</u>	<u>2014</u>
RESTRICTED CASINO REVENUE		
Interest income	\$ -	\$ 635.97
Funds transfer for casino advisor fees	\$ 2,367.50	\$ -
Casino pool payout	\$ 79,978.27	\$ -
TOTAL	\$ 82,345.77	\$ 635.97
RESTRICTED CASINO EXPENSES		
Administration, office supplies	\$ -	\$ -
Bank charges	\$ 139.20	\$ 24.00
Postage & courier	\$ -	\$ -
P.O. Box	\$ 173.25	\$ 157.50
Public Engagement (Printing)	\$ -	\$ -
Website hosting & management	\$ 700.00	\$ 939.65
Interfund transfers for approved projects	\$ 43,000.00	\$ 69,235.00
GIC Purchases	\$ -	\$ -
Casino advisor fees	\$ 2,367.50	\$ -
TOTAL	\$ 46,379.95	\$ 70,356.15
SURPLUS (DEFICIT) OF RECEIPTS OVER DISBURSEMENTS	\$ 35,965.82	-\$ 69,720.18
RESTRICTED CASINO FUNDS & GICs, beginning of year	\$ 909.23	\$ 70,629.41
RESTRICTED CASINO FUNDS & GICs, end of year	<u>\$ 36,875.05</u>	<u>\$ 909.23</u>



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Summary

Humanserve's balance sheets for the 2014-2015 fiscal year were maintained by Vanessa Ali and reviewed by Tracy Shaben and the Financial Statements were prepared by Vanessa Ali and reviewed by Tracy Shaben.

General Fund

Fundraising activities and non-tax receipted donations amounted to \$3,340.90 this year.

The net result for the year is a deficit of receipts over disbursements of -\$3,900.95 which when added to the brought forward balance of \$14,265.62 results in a **total surplus of \$10,364.67 that is available for use at Humanserve's discretion to support fundraising activities, for field visit expenses, to remit overseas for emergency relief and for various non-project related expenses.** (Note: \$2,000.00 of this surplus is earmarked as zakaat - see p. 3 of Financial Report.)

Restricted Designated Activities

Fundraising activities and non-tax receipted donations amounted to \$0.00 this year.

There was a total deficit of receipts over disbursements of -\$15,442.14 that when added to the brought forward balance of \$31,062.13 results in a **total surplus of \$15,619.99.** \$14,796.31 of that amount is earmarked for approved project related expenses, which leaves a **\$823.68 surplus balance left over from previous projects.**

Restricted Casino Activities

During the year, there was a total of \$46,379.95 in expenses and interest income of \$0.00.

There were inter-fund transfers to the Designated and General Accounts of \$43,000.00 for approved use of casino funds this year.

The net result for the year is a surplus of receipts over disbursements of \$35,965.82 that that when added to the brought forward balance of \$909.23 means **there is a total surplus of \$36,875.05.**

\$15,867.00 of the remaining surplus is earmarked for a future transfer to the Designated Account for the *Kindergarten YR II Project**, which means **there is \$21,008.05 available for future administration, office expenses, public engagement costs and approved project funds.**

Funds Available

The funds available for future activities are as follows:

General Fund	\$ 10,364.67
Designated Fund	\$ 823.68
Casino Fund	<u>\$ 21,008.05</u>
TOTAL	\$ 32,196.30



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Significant Bookkeeping Policies

Revenue Recognition

Restricted contributions and grants are recognized as revenue when received. Unrestricted contributions and grants are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributed Services

The board members contribute about 100 hours per year to assist the society in carrying out its service delivery activities. Because of the difficulty of determining the fair value of the contributed services, there is no recognition of these services in these financial statements.

Donations

Donations are recorded based on the amounts deposited into the society's bank and PayPal accounts.

Financial Instruments

The society's financial instruments consist of cash, short-term deposits (GICs), accounts receivable and accounts payable. Unless otherwise noted, the society is not exposed significant interest, currency or credit risks arising from these financial instruments. The fair value of these financial instruments approximates their carrying values, unless otherwise noted.

Restricted Net Assets

The restricted net assets are comprised of funds the net proceeds from casinos. These funds are to be remitted to international and non-governmental organizations to provide educational, community health and social services in Lebanon and Palestine. The casino funds can also be used for administrative and public engagement expenses.

Taxes

The society is not-for-profit and therefore qualifies as a non-taxable organization.

Related Party Transactions

The board members were reimbursed for costs incurred in monitoring the implementation of projects and also receive honorariums based on time spent working on projects.

Interfund Transfers

During the year, \$38,000.00 was transferred from the casino fund to support approved projects undertaken through the restricted designated fund and \$5,000.00 was transferred to the general fund for approved Palestinian Bazaar expenses.

Going Concern



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The society's ability to deliver programs is dependent upon being able to obtain continued funding from existing sponsors or new funding sources.